



**LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING**

**MINUTES**

**30 April 2019**

These minutes were confirmed by Local Emergency Management Committee as a true and correct record of proceedings by the Local Emergency Management Committee meeting held on 30/04/19.

Presiding Member:  Date: 19/8/19

**Shire of Brookton**  
**Local Emergency Management Committee meeting held 30<sup>th</sup> April 2019.**  
**Commenced at 5.30pm**

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**1.04.19 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

The Presiding Member opened the meeting at 5.36 and welcomed all in attendance.

**(Voting Members)**

Cr Katrina Crute	Presiding Member/Shire President
Sargent Shane Hickman	Brookton WAPOL/Local Emergency Coordinator
Ian D’Arcy	Chief Executive Officer/Recovery Coordinator
Murray Hall	Chief Bush Fire Control Officer
Jo Spadaccini	Department of Communities
Paul Blechynden	Department of Fire and Emergency Services
Alison Lacey	Department of Primary Industries and Regional Development
June Harwood	Baptistcare <b>entered at 5.43pm</b>

**(Non-Voting Members)**

Sven Andersen	Department of Fire and Emergency Services
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**Shire Representatives**

Vicki Morris	Deputy Chief Executive Officer
Steve Thomson	Manager of Infrastructure and Regulatory Services
Danni Chard	Customer Service and Administration Officer

**Apologies**

Phillip Crute	St John Ambulance
Adam Smith	Office of Emergency Management
Drew Richardson	St John Ambulance
Rod Thornton	WALGA
Greg Fenney	Department of Fire and Emergency Services
Darren Simpson	Brookton District High School

**2.04.19 CONFIRMATION OF PREVIOUS MINUTES**

**LEMC 2.04.19-01**

**COUNCIL RESOLUTION**

**MOVED MURRAY HALL SECONDED SHANE HICKMAN**

***That the minutes of the Local Emergency Management Committee meeting held in the Shire of Brookton Council Chambers, on 05 September 2018, be confirmed as a true and correct record of the proceedings.***

**CARRIED**

**3.04.19 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION**

**3.04.19.01 PRESENTATION BY MR DENNIS DYCE OF OSPREY INTERNATIONAL ON EMERGENCY MANAGEMENT ASSISTANCE**

Mr. Dennis Dyce provided a short power point presentation giving an overview on Osprey International and the services that the company offers.

**3.04.19.02 CONVERSATION BY DFES OFFICERS OF REGIONAL OFFICE AND DISCUSSION ON IMPROVING COLLABORATION**

Items discussed included:

DFES Reps indicated that Great Southern Region had been split with more people now operating from the Narrogin office. The aim of the changes has been to build up greater resilience in the district. The new set up should provide closer and greater officer support for Brookton.

DFES can be called on to provide support during significant events and are remain committed to do into the future.

It was agreed that there are clear risk mitigation benefits in getting better collaboration.

After event support is seen as an area where Shires typically need assistance. Local governments have potential to support each other as they have the required skill set to do this. Parochialism has been found to be an obstruction.

Sharing of resources benefits were discussed. With Shires having a common insurer, potential exists for equipment and personnel to be covered even if the machine and operator come from different Shires.

The meeting was informed that Beverley Shire had not been responsive to approaches in regards to combining resources to date. Recent attendance by CEO and MIRS at the Pingelly Wandering LEMC meeting was fruitful with joint LMEC meeting now planned.

CBCO indicated that at their level, networking across Shires is effectively happening. This networking has promoted sharing of local knowledge and across boundary cooperation. Frustration exists operationally that this is not replicated at higher levels.

Various options for applying pressure/encouragement to get better collaboration were discussed.

Chief fire officers to Presidents

President to President.

The function of various meeting were discussed ROAC, DOAC, LMEC and DMEC.

It was suggested that that DEMC meeting is well placed to drive collaboration through their quarterly meetings. A letter to this committee was suggested. AA need was seen for WALGA to be more actively involved. The Shire President to take this up to the 24 May 2019 zone meeting

#### **4.04.19 BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil

#### **4.04.19.01 UPDATE ON COLLABORATION WITH PINGELLY/WANDERING LEMC – JOINT MEETING AND MEMORANDUM OF UNDERSTANDING (MOU)**

Pingelly Wandering LEMC have nominated the 10<sup>th</sup> September 2019 for the next meeting in Wandering.

Adam Smith (Office of Emergency Management) to be invited to attend the next meeting.

#### **5.04.19 CORRESPONDENCE**

Letter received from Bec Pianta – Grant Manager – DFES regarding the AWARE Grants program. Provided Below.

Dear all

**The 2019-20 All West Australians Reducing Emergencies (AWARE) grants program is now open.**

This year, the program is requesting applications for projects that will enhance WA's Emergency Management arrangements by investing in capacity building and preparedness activities at a local and/or district level.

Projects must fall into one of the following categories to be eligible:

- Local level risk
- Exercises
- Emergency Management capability enhancement
- Emergency Management training
- Volunteer enhancement

#### **Who can apply?**

- ✓ Incorporated organisations with projects that meet the minimum eligibility requirements (refer the 2019-20 Quick Eligibility Check)
- ✓ Organisations involved in Emergency Management, including state and local government
- ✓ Organisations willing to sign a Grant Agreement (refer Sample Grant Agreement) that have no non-compliant DFES grants
- ✓ Applicable organisations who suitably contributed to the 2018 SEMC Emergency Preparedness report, and who meet all minimum DFES or SEMC legislated requirements

### **How much can I ask for?**

Each applicant can ask apply for \$2,500 to \$30,000 (no GST applied) to support the delivery of their project. Local Government's requesting funding to support the delivery of their local level risk assessment can request a maximum of \$4,000.

For a list of full eligibility requirements, access to the Guidelines for Applicants and the Application form, please refer to the State Emergency Management Committee (SEMC) website: [www.semc.wa.gov.au/funding/AWARE](http://www.semc.wa.gov.au/funding/AWARE).

Applications close **4 pm Thursday 16 May 2019** and you will be notified of the outcome in June 2019.

If you have any queries please do not hesitate to contact the Grants Manager via [email](mailto:bec.pianta@dfes.wa.gov.au) or call 9395 9512.

Kind regards,

### **Bec Pianta**

Grants Manager

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Government of Western Australia  
Department of Fire & Emergency Services



### **Adam Smith**

**District Emergency Management Advisor  
Great Southern Region | Operations**

Action: AWARE Grant application – Customer Service & Admin Officer to look into and contact Adam Smith – Office of Emergency Management re: application for a local level risk grant with the aim of making a submission prior to May 15 2019 deadline.

## **6.04.19 GENERAL BUSINESS**

1. Local Welfare Plan – to be reviewed – to have business after hours contact numbers for the arrangement of afterhours emergency food/supplies if required. To be raised at the Business Advisory Group (BAG) meeting. All lists to be used for both BFAC & LEMC.
  
1. Potential desktop exercises (brainstorming) – for the July LEMC meeting:
  - a) BP in Brookton are prepared to close their store for 4 hours for an exercise.
  - b) Hazardous material spill/crash on Brookton Highway
  - c) Fire starting at CBH and getting into the River
  - d) Live exercise using Milly Molly Mandy's (evacuation) being on Great Southern Highway.
  - e) Incident involving a School Bus
  - f) Storm taking the mobile phone coverage out (power out)
  - g) Adam Smith – Office of Emergency Management has a library of exercises that can be adapted to suit.

Exercise to be structured to test the second tier of volunteer groups (the 2-3 hour of the incident groups)

2. DFES to speak with St Johns and ARC infrastructure regarding a look into a viewing a prime mover engine to see lay out.
3. Season is very dry – drier than this time last year.
4. Updated volunteer list – still working on.

### **6.04.19.01 SUGGESTED LEMC DATES FOR 2019**

- Tuesday 19<sup>th</sup> August 2019
- Tuesday 10<sup>th</sup> September (Joint-meeting: Pingelly & Wandering) time to be discussed
- Pre-bushfire season (late-September)
- Tuesday 2<sup>nd</sup> December

**Calendar appointments to be sent for the above dates – and distributed to all attendees.**

## **7.04.19 NEXT MEETING & CLOSURE**

The next Local Emergency Management Committee meeting will be held on Tuesday 2<sup>nd</sup> July 2019 at 5.30 pm.

There being no further business the meeting closed at 6.45 pm